

**THE VIRGINIA BOARD FOR  
WATERWORKS AND WASTEWATER WORKS OPERATORS**

**MEETING MINUTES**

The Virginia Board for Waterworks and Wastewater Works Operators met on Wednesday, March 5, 2008 at the offices of the Virginia Department of Professional and Occupational Regulation, Perimeter Center, Board Room 3, 2<sup>nd</sup> Floor, 9960 Mayland Drive, Richmond, Virginia 23233.

The following members of the Board were present:

Harold W. Walker, Chair – arrived at 8:41 A.M.  
Frank L. Davis, Jr. Vice-Chair  
John Vanderland  
Eileen M. Leininger  
Douglas J. Crooks  
Marcia J. Degen  
J. Wesley Kleene  
Ronald R. Thomas  
Kornell R. Davis Jr.  
E. Brooke Philpy

Charles B. Bott was unable to attend.

The following members of DPOR staff were present during some or all of the meeting:

Jay W. DeBoer, Director  
Saba Shami, Chief Deputy  
David Dick, Executive Director  
Anna Badgley, Administrative Assistant  
David Dehetre Office Manager

Tom Nesbitt of the Office of the Attorney General was present during the meeting.

No member of the general public was present at this meeting.

Vice Chairperson Frank L. Davis, finding a quorum of the Board present, called the meeting to order at 8:37 AM.

**Call to Order**

Two House Bills, HB 517 and HB 518, which amend the Board's statutory authority over onsite soil evaluators, were signed by the Governor March 2, 2008 and will be law on July 2, 2008.

**Announcements**

Ms. Leininger moved to approve the agenda. Dr. Kleene seconded the motion which was unanimously approved by the following board members: Thomas, Leininger, Davis, Crooks, Degen and Kleen.

**Adopt Agenda**

Mr. K. Davis, Mr. Vanderland and Mr. Philpy were present, but did not vote since by statute they are ineligible to vote on matters unrelated to Onsite Sewage System Professionals until July 1, 2009.

Ms Leininger moved that the Board approve the minutes of its December 5, 2007 Board Meeting, January 16, 2008 and February 14, 2008 OSSP Committee Meetings and the January 30, 2008 WWO Committee Meeting as a block. Mr. Walker seconded the motion which was unanimously approved by the following members: Walker, Thomas, Leininger, Davis, Crooks, Degen and Kleen. Mr. K. Davis, Mr. Vanderland and Mr. Philpy were present, but did not vote since by statute they are ineligible to vote on matters unrelated to Onsite Sewage System Professionals until July 1, 2009.

**Approval of Minutes**

Chairperson Walker opened the floor for public comment. No member of the general public was present.

**Public Comment Period**

**Other Business**

The Board reviewed the WWOOSSP Regulations - Working Document. David Dehetre and Jack Vanderland, Committee Chair, reported the progress made in the OSSP Committee Meetings held on January 16, 2008 and February 14, 2008. Minor changes were made to the working document and will be sent out to all Board Members for review.

**Update on OSSP and WWO Committees' progress**

The OSSP Committee has two meetings planned in March on the 17<sup>th</sup> and 21<sup>st</sup> to continue working on the document and a meeting of the WWO Regulation Review Committee will be planned in April.

**Update on DEQ issuing a 'certification' for VDH permitted facilities**

Dr. Degen reported what information she had received from Ellen Gilinsky, Water Director for DEQ.

**Waterworks Operator CPE Courses & Continuing Educational Requirements**

Ms. Leininger discussed comments made by individuals who attended January 30, 2008 WWO General Regulation Review Committee Meeting and reviewed with the Board the committee's work to date. Staff prepared a chart reporting safety and non-safety courses taken by individuals who were recipients of the 2007 WWO CPE Audit showing that almost one third were safety related courses, less than previously reported by a provider. Mr. Crooks discussed adding CPE requirements to the Wastewater Works Operators.

**Model Regulations and Crosswalk Example**

David Dick presented an example of the "crosswalk" document that

staff will prepare when converting the working document to the model regulations format.

**Model Regulations  
and Crosswalk  
Example  
Future Meeting  
Date**

Dr. Degen made a motion to change the meeting time for all Board Meetings from 8:30 A.M. to 9:00 A.M. The motion was seconded by Mrs. Leininger which was unanimously approved by the following members: Walker, Thomas, Leininger, Davis, Crooks, Degen and Kleen. Mr. K. Davis, Mr. Vanderland and Mr. Philpy were present, but did not vote since by statute they are ineligible to vote on matters unrelated to Onsite Sewage System Professionals until July 1, 2009.

Future Board Meeting Dates:

June 25, 2008  
September 24, 2008  
December 4, 2008

Board members completed their conflict of interest forms and travel vouchers.

**Conflict of  
Interest Forms**

The Board adjourned at 12:05 P.M.

**Adjournment**

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Harold W. Walker, Chairperson

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Jay W. DeBoer, Secretary